



# TOWN OF CHATHAM

## Town of Chatham

Emergency Management

2022 Update



# TOWN OF CHATHAM

## Introduction

***Justin Tavano***

*Fire Chief*

*Emergency Management Director*

***John Kondratowicz***

*Emergency Manager*





# TOWN OF CHATHAM

## Agenda

- Purpose
- People
- Planning
- PCS/Shelters
- Communications
- Self-Preparedness
- Updates



# TOWN OF CHATHAM

## Purpose

Emergency Management protects communities by coordinating and integrating all activities necessary to build, sustain, and improve the capability to mitigate against, prepare for, respond to, and recover from threatened or actual natural disasters, acts of terrorism, or other man-made disasters.







# TOWN OF CHATHAM

## Emergency Management: Roles and Responsibilities

- Activate and oversee the Emergency Operations Center (EOC)
- Coordinate response and recovery efforts between multiple agencies
- Address immediate life safety concerns
  - Request/deploy resources
  - Identify need for PCS/Sheltering
  - Procure/maintain critical supplies
- Maintain staff and resident situational awareness and staff operational readiness





# TOWN OF CHATHAM

## Who's Who?

- **Chief Municipal Officer – Town Manager**

*Jill Goldsmith*

- **Emergency Management Director – Fire Chief**

*Justin Tavano*

- **Deputy Emergency Management Director – Deputy Fire Chief**

*Ryan Clarke*

- **Emergency Manager**

*John Kondratowicz*

- **Deputy Emergency Management Director – Police Chief**

*Michael Anderson*

- **Deputy Emergency Management Director – Harbormaster**

*Stuart Smith*

- **Public Information Officer – Town Manager Executive Secretary**

*Shanna Nealy*



# TOWN OF CHATHAM

## Partners

- **Regional**
  - Mutual Aid Agreements
  - BOCH CERT
  - Barnstable County Regional  
Emergency Planning Committee  
(REPC)
  - Multi-Agency Coordination Center  
(MACC)
- **State**
  - MEMA
  - Department of Fire Services
- **Public-Private**
  - Hotels/Motels
  - Nursing Homes
  - Red Cross/Americorps
  - Utility Companies







# TOWN OF CHATHAM

## Planning, Policies and Procedures

- Comprehensive Emergency Management Plan (CEMP)
- Continuity of Operations Plan (COOP)
- Hazards Mitigation Plan (HMP)
- Local Emergency Planning Committee (LEPC)
- Emergency Management Working Group (EMWG)
- Barnstable County Regional Emergency Planning Committee (REPC)
- Ongoing Strategy Discussions with public-private partnership representatives
- Pre-event Collaboration with Local/Regional Partners

Plan your work for  
today and every  
day, then work  
your plan.

Margaret Thatcher

BrainyQuote®





# TOWN OF CHATHAM

## EM Collaboration

- Table-Top Exercises/Training
- Monthly EMWG Meeting
- Quarterly LEPC Meeting
- Planned Event
  - TOC Team meeting
  - BC REPC Situation Status Report
  - MEMA Situational Awareness Reports
  - Information used for development of Incident Action Plan for Common Operating Picture

### Pre-Event Checklist

1. Group email/text sent to EM/departments heads
  - EMD establishes a time for a TEAMS/conference call – Normally 30-60 minutes from time of group email/text to members on Role Call list below.
2. TEAMS/Conference Call – EM Director – ROLE CALL (Primary/Secondary/External Partners)

<u>PRIMARY</u>	<u>SECONDARY</u>
____ Town Manager	____ IT Department
____ Fire Chief	____ Coastal Resources
____ Police Chief	____ Building Commissioner
____ DPW	____ Parks & Recreation
____ Harbormaster	
____ Finance Director	<u>EXTERNAL PARTNERS</u>
____ Council for Adult Living	____ US Fish & Wildlife Service
____ Health & Natural Resources	____ Broad Reach Health Care
____ Human Resources	____ Barnstable County MACC
____ CERT Rep/Volunteer Liaison	____ EverSource
	____ MEMA
	____ USCG Station Chatham
	____ Other
- WEATHER UPDATE/FORECAST BRIEF
  - Tides/Winds/etc.
- SITUATION REPORT (VOICE SITREP)
- MACC/EOC – ACTIVATION
  - MACC – Y or N (\_\_\_\_ DATE & TIME)
    - IF YES – Will the town send a representative to the MACC?
  - EOC – Y or N (\_\_\_\_ DATE & TIME)
    - STAFFING
- PCS/Sheltering – ACTIVATION?
  - Regional Shelter – Y or N (\_\_\_\_ WHERE?)
  - PCS – Y or N (\_\_\_\_ WHERE?)
    - STAFFING
- Departments provide update on status
  - Staffing
  - Equipment
  - Challenges/Needs
- Generators Operational Status & Fuel:
  - Fire – Y or N – Fuel \_\_\_\_%
  - PD – Y or N – Fuel \_\_\_\_%
  - DPW – Y or N – Fuel \_\_\_\_%
  - Community Center – Y or N – Fuel \_\_\_\_%



# TOWN OF CHATHAM

## PCS/Sheltering Definitions

Shelter Type	Required Capabilities	Typical Functions or Services	Activation Conditions
<b>1. Personal Care Site (PCS)</b>	<ul style="list-style-type: none"><li>Americans with Disabilities Act (ADA) accessibility</li><li>Functional needs support services (FNSS)</li><li>Other goods &amp; services as needed</li><li>Parking</li></ul>	<ul style="list-style-type: none"><li>Temporary comfort</li><li>Cooling or heating</li><li>Water/Basic food/snacks</li><li>Charging stations</li></ul>	<ul style="list-style-type: none"><li>Extreme heat/cold</li><li>Temporary loss of utilities to public</li></ul>
<b>2. Local-Initiated Overnight Shelter (LIOS)</b>	<ul style="list-style-type: none"><li>All of Item 1 &amp;</li><li>Backup power</li><li>Dormitory</li><li>Kitchen</li></ul>	<ul style="list-style-type: none"><li>All of Item 1 &amp;</li><li>Water, full meals</li><li>Dormitory</li><li>Showers</li><li>Triage</li><li>Pet sheltering services</li></ul>	<ul style="list-style-type: none"><li>Short - to moderate- term residential displacement</li><li>Moderate to major residential destruction</li><li>Extended loss of utilities to public</li></ul>
<b>3. Local-Initiated Regional Shelters (LIRS)</b>	<ul style="list-style-type: none"><li>ALL OF ITEMS 1 &amp; 2</li></ul>	<ul style="list-style-type: none"><li>ALL OF ITEMS 1 &amp; 2</li></ul>	<ul style="list-style-type: none"><li>Traditionally <u>activated</u> and <u>supported</u> at the county Emergency Management level</li></ul>

Source: Commonwealth of MA Statewide Mass Care and Shelter Coordination Plan



# TOWN OF CHATHAM

## PCS: Personal Care Site

Shelter Type	Required Capabilities	Typical Functions or Services	Activation Conditions
1. Personal Care Site (PCS)	<ul style="list-style-type: none"><li>Americans with Disabilities Act (ADA) accessibility</li><li>Functional needs support services (FNSS) - physical, sensory, mental health, and cognitive and/or intellectual disabilities, mobility, pregnancy</li><li>Other goods &amp; services as needed</li><li>Parking</li></ul>	<ul style="list-style-type: none"><li>Temporary comfort</li><li>Cooling or heating</li><li>Water/Basic food/snacks</li><li>Charging stations</li></ul>	<ul style="list-style-type: none"><li>Extreme heat/cold</li><li>Temp loss of utilities to public</li></ul>

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# TOWN OF CHATHAM

## LIOS: Local Initiated Over Night Shelter

Shelter Type	Required Capabilities	Typical Functions or Services	Activation Conditions
2. Local-Initiated Overnight Shelter (LIOS)	<ul style="list-style-type: none"><li>Americans with Disabilities Act (ADA) accessibility*</li><li>Functional needs support services (FNSS)*</li><li>Other goods &amp; services as needed*</li><li>Parking*</li><li>Backup power</li><li>Dormitory</li><li>Kitchen</li><li>Security</li><li>Medical</li></ul>	<ul style="list-style-type: none"><li>Temporary comfort*</li><li>Cooling or heating*</li><li>Water/Basic food/snacks</li><li>Charging stations*</li><li>Water, full meals</li><li>Dormitory</li><li>Showers</li><li>Triage</li><li>Pet sheltering services</li></ul>	<ul style="list-style-type: none"><li>Short - to moderate- term residential displacement</li><li>Moderate to major residential destruction</li><li><u>Extended</u> loss of utilities to public</li></ul>

\*Same as PCS

Source: Commonwealth of MA Statewide Mass Care and Shelter Coordination Plan





# TOWN OF CHATHAM

## LIRS: Local Initiated Regional Shelter

Shelter Type	*Required Capabilities	*Typical Functions or Services	Activation Conditions
<b>3. Local-Initiated Regional Shelters (LIRS)</b>  <b>*Same as LIOS</b>	<ul style="list-style-type: none"><li>Americans with Disabilities Act (ADA) accessibility</li><li>Functional needs support services (FNSS)</li><li>Other goods &amp; services as needed</li><li>Parking</li><li>Backup power</li><li>Dormitory</li><li>Kitchen</li></ul>	<ul style="list-style-type: none"><li>Temporary comfort</li><li>Cooling or heating</li><li>Water/Basic food/snacks</li><li>Charging stations</li><li>Water, full meals</li><li>Dormitory</li><li>Showers</li><li>Triage</li><li>Pet sheltering services</li></ul>	<ul style="list-style-type: none"><li>Traditionally <u>activated</u> and <u>supported</u> at the county Emergency Management level</li></ul>

Source: Commonwealth of MA Statewide Mass Care and Shelter Coordination Plan

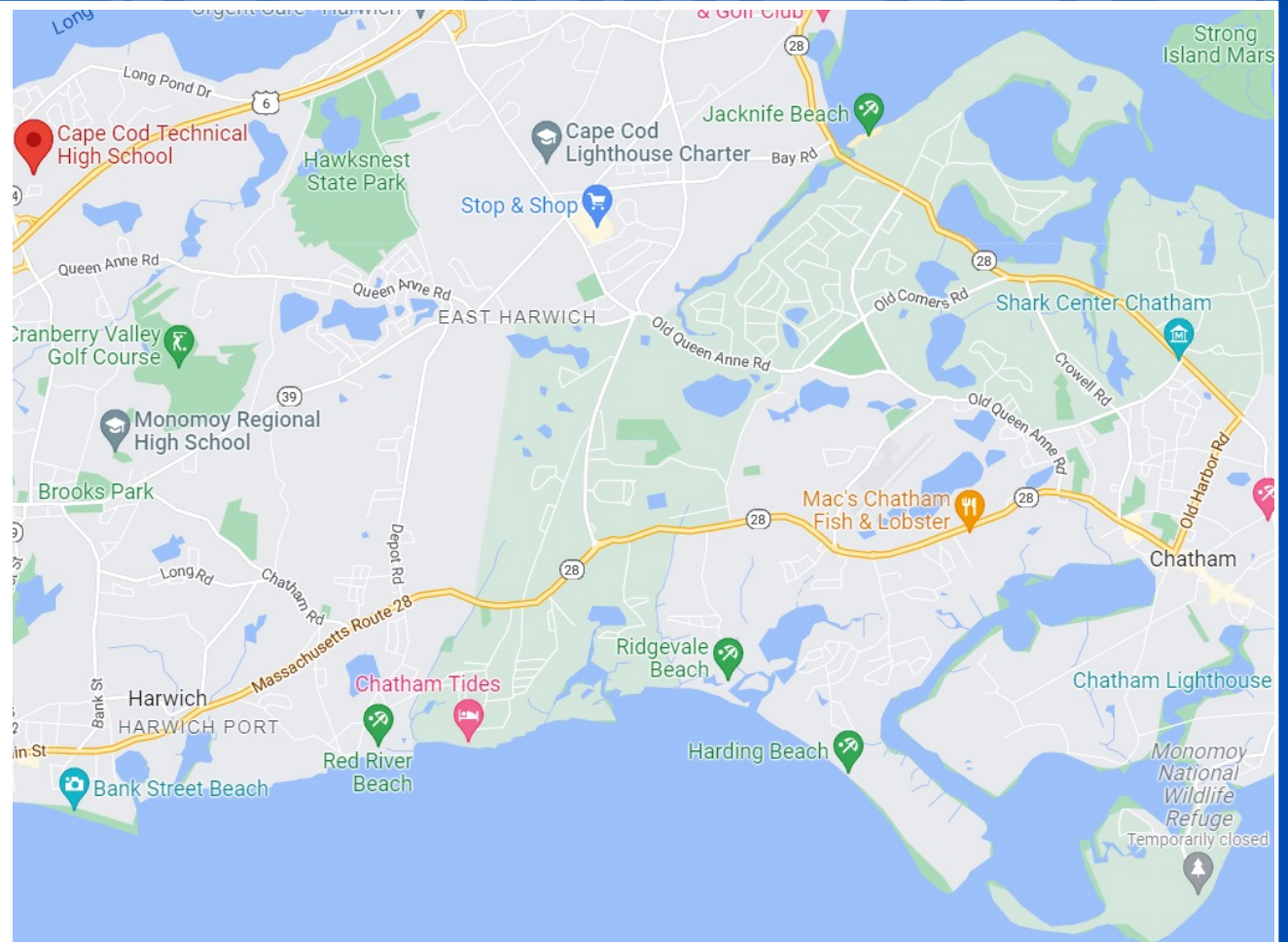


# TOWN OF CHATHAM

## Regional Shelters

Barnstable County Six(6) Regional Shelters:

1. Cape Cod Regional Technical School, Harwich
2. **Nauset Regional High School, Eastham**
3. Barnstable Intermediate School, Hyannis
4. Dennis-Yarmouth High School, South Yarmouth
5. Falmouth High School, Falmouth
6. Sandwich High School, Sandwich





# TOWN OF CHATHAM

## Town of Chatham PCS and Shelter Designations

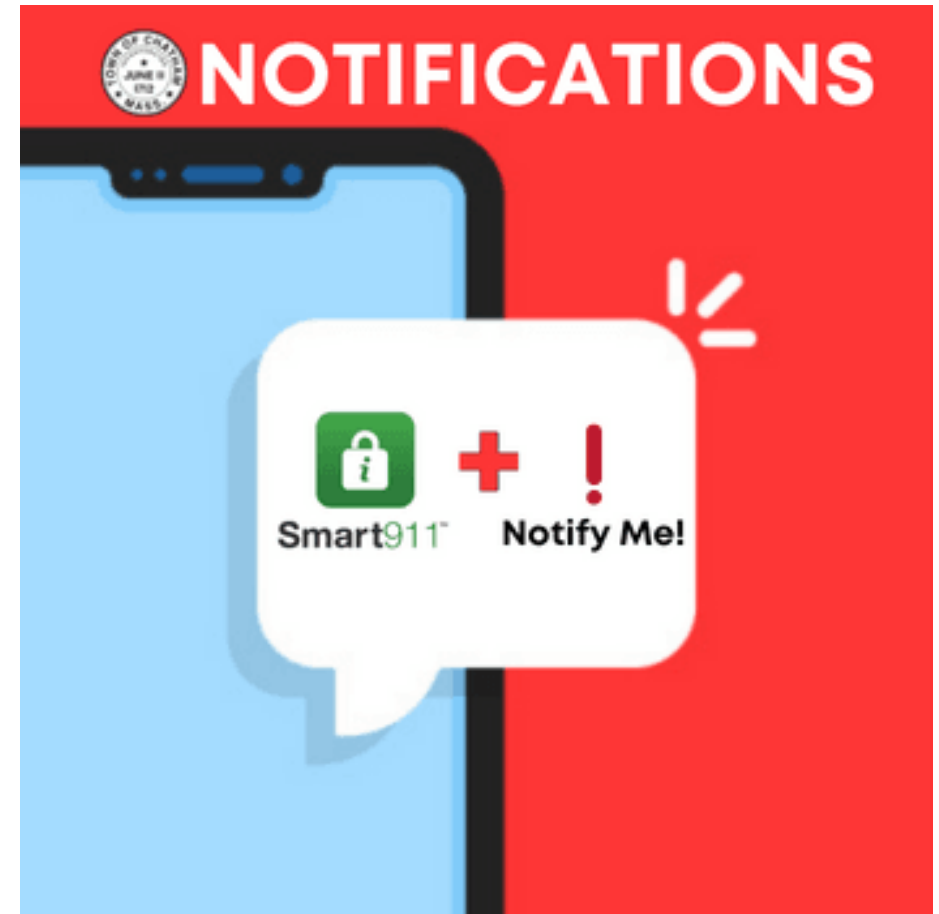
Personal Care Site	Shelter	Transportation
<ul style="list-style-type: none"><li>• <i>Chatham Community Center - Primary</i><ul style="list-style-type: none"><li>○ Staffing</li><li>○ Training</li><li>○ Generators</li></ul></li><li>• <i>Local Partnerships</i><ul style="list-style-type: none"><li>○ St. Christopher's Church</li><li>○ Redemption Rock</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Cape Cod Tech High School, Harwich</li><li>• Collaboration with local hotels</li><li>• Grass Roots<ul style="list-style-type: none"><li>○ Neighborhood level</li></ul></li></ul>	<ul style="list-style-type: none"><li>• Regional Transit Authority</li><li>• Center for Active Living Vans</li><li>• CERT</li><li>• OEMS waiver for Ambulance transportation</li></ul>



# TOWN OF CHATHAM

## Public Messaging

- **TOC Designated Public Information Officer**  
Shanna Nealy
- **Rave Alert – “Reverse 911”**
- **Social Media**
- **Channel 18**
- **Local Radio**  
Regional Coordination from MACC
- **Neighbors/Friends/Family**







# TOWN OF CHATHAM

## Personal Accountability

Make a Plan	Build a Kit – 72 hour min.	Stay Informed
<ul style="list-style-type: none"><li>• Plan for most likely emergencies</li><li>• Plan what to do in case you get separated from family</li><li>• Plan what to do if you have to evacuate</li><li>• Plan for everyone in your home</li><li>• Plan to let loved ones know you are safe</li></ul>	<ul style="list-style-type: none"><li>• Nutrition</li><li>• Hygiene</li><li>• Medications</li><li>• Battery-powered Radio</li><li>• Batteries</li><li>• Clothing</li><li>• Blanket</li><li>• Copies of personal documents</li><li>• Fuel (generator and vehicle)</li></ul>	<ul style="list-style-type: none"><li>• Access to information</li><li>• CPD Reassurance Program</li><li>• CPD Special Assistance List</li><li>• Charge devices</li><li>• Download Utility Apps</li></ul>



# TOWN OF CHATHAM

## Emergency Management Updates

Chatham Community Center	FD Generator Storm Switch	Staff: PCS/EOC
<ul style="list-style-type: none"><li>▪ Currently operating on portable generator, requires hookup</li><li>▪ FY23 capital project to install new permanent generator which will increase capacity and reliability</li></ul>	<ul style="list-style-type: none"><li>▪ FD operates on permanent generator with automatic transfer switch</li><li>▪ After generator failure in Winter '22, it was decided that lugs should be added to FD to allow for quick connect of portable generator as a backup</li></ul>	<ul style="list-style-type: none"><li>▪ Survey sent to all town staff to identify who is interested and willing to fill support roles in PCS/EOC and identify training needs</li><li>▪ Always seeking additional volunteers for PCS</li><li>▪ Most training can be conducted online and in-house with Emergency Manager John Kondratowicz</li></ul>



# TOWN OF CHATHAM

## Important Contacts

Emergency	Chatham Fire Dept.	Chatham Police Dept.	Chatham EOC Emergency Operations Center
911	508-945-2324 <a href="#">Chatham FD</a>	508-945-1213 <a href="#">Chatham PD</a>	508-945-5191 <a href="#">Chatham Emergency Management</a>

Dial 911 for ALL emergencies!



# TOWN OF CHATHAM

## Questions

**Justin Tavano**

*Fire Chief/Emergency Management Director*

[jtavano@chatham-ma.gov](mailto:jtavano@chatham-ma.gov)

508-945-2324

